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30 April 1981

MEMORANDUM FOR: Personnel Management Advisory Board Members

FROM : [REDACTED]  
Secretary, Personnel Management Advisory Board

SUBJECT : Minutes of the Personnel Management Advisory  
Board Meeting, 17 April 1981 (U)

25X1 1. The Director of Personnel Policy, Planning, and Management  
convened a Personnel Management Advisory Board meeting on 17 April 1981  
at 2:00 p.m. to discuss a concept paper on the Senior Intelligence  
Service (SIS) pay scale and a proposal to change the Performance  
Appraisal Report (PAR) schedule for GS-15 employees. Attending were  
Messrs. [REDACTED], Briggs, [REDACTED], Glerum, [REDACTED] and Rice.  
25X1 Messrs. [REDACTED] and [REDACTED] attended as observers. (C) 25X1  
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25X1 2. [REDACTED] provided members with an update on personnel  
management items of interest. This included an overview of the  
15 April 1981 Executive Committee meeting to discuss merit pay, the  
Annual Personnel Plan and Report (APP/APR), and vacancy notices.  
25X1 [REDACTED] advised members that the DDCI and EXCOM decided that the  
Agency would not adopt a merit pay system; the APP and APR would be  
discontinued but that portions of these planning and reporting mechanisms  
would again be reviewed for future utility; and decisions on the Agency-wide  
vacancy notice system would await further review by the DDCI. (AIUO)

3. The first agenda item, entitled "SIS Pay Scale" was introduced  
by Mr. Fitzwater. He explained to members that this concept paper was  
developed in an attempt to resolve the pay disparity for senior officers  
should the present cap on the rate of basic pay (\$50,112.50) be lifted.  
Mr. Fitzwater said that presently the pay cap applies to all SIS members and  
GS-15s in steps 5 and above. If the cap is lifted, higher GS pay rates  
established in October 1980 will be instituted. This would result in GS-15  
steps 7-10 exceeding the pay of an SIS-1. The pay of a GS-15 step 10 would  
exceed that of an SIS-4 and a GS-15 step 6 promoted to SIS-1 would receive  
a salary increase of only \$239. Discussion ensued on the GS and SIS  
pay scale, the potential for lifting the pay cap, incentives and  
disincentives for joining the SIS, and options for overcoming a pay  
disparity between the two pay systems. Several members voiced opinions  
that the disincentives for joining the SIS, specifically the retention of  
tenure and potential for higher pay if one remains in the GS ranks, could  
quickly overshadow the incentive for joining the SIS, e.g., liberal  
accrual of and lump sum payment for annual leave, sabbaticals, authority,  
responsibility, prestige and potential for performance awards and  
stipends. As an alternative the SIS system, members discussed the

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possibility of returning to the GS-16, -17, and -18 system for senior officers with the 80 hours leave rule; following the Foreign Service Pay Schedule; or establishing a new Agency pay schedule for all levels of employees. It was the last point - establish a new Agency pay schedule - which generated the most discussion and Mr. Fitzwater agreed with members to temporarily shelve the SIS Pay Scale paper and to look into the concept of a new Agency pay schedule. He will report back to the Board after reviewing the options in this area. (AIUO)

Members also unanimously agreed to drop any further consideration of a recommendation contained in the SIS Pay Scale paper that all GS-15s be required to declare annual interest in joining or not joining the SIS. (U)

There was continued discussion of the SIS including effective use and implementation of the Senior Officer Development Plan, and the limitations on accrual of annual leave - specifically, could the "80 hours use or lose" rule be suspended. A majority of members agreed that the 80 hour rule is a good one and should be retained as part of the SIS package. (AIUO)

4. The final item of business involved a request that the PAR schedule for GS-15 employees be revised to provide more time for Sub-Group and Directorate evaluation of these reports before submitting promotion recommendations to OPPPM. Under the current GS-15 PAR schedule, the reporting period ends 31 March, PARs are due in OPPPM by 30 April, and promotion recommendations are due in OPPPM by 15 May. In most offices this does not allow sufficient time for evaluation of GS-15s. After a brief discussion and general agreement that the GS-15 PAR schedule should be changed from 1 April - 31 March to 1 February - 31 January, Mr. Glerum recommended that no action be taken until he can provide members with a new PAR schedule the DDO has developed. Mr. Fitzwater agreed to postpone action on this issue for several weeks pending review of Mr. Glerum's proposal to change the PAR schedule. (C)



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